

DAS Holiday Gift Drive Gift ID Instruction Form

Please include this form with every gift, if your gift for one client is in more than one bag, please copy this form and attached it to each bag for the client. Items may get separated during transport.

Name	Please input your name in case we need to follow up with you. Your contact information will never be used for anything other than the gift drive.
Phone Number	Please provide a phone number for follow up.
Email Address	Please provide an email address for follow up.
Gift ID #	The sponsorship form you received had a # on it, please write or type it in here.
Estimated Cost of Donation for Receipt	You will receive a receipt for the estimated value of your donation. Please provide your receipt totals or an estimation of the value of your gift.
Detailed Description of Items	Every item is tracked from the time DAS receives it until it is received by the client. An itemized list assist us with this process.

GIFT ID FORM	
Name	
Phone Number	
Email Address	
Gift ID #	
Estimated Cost of Donation for Receipt	
Detailed Description of Items	